


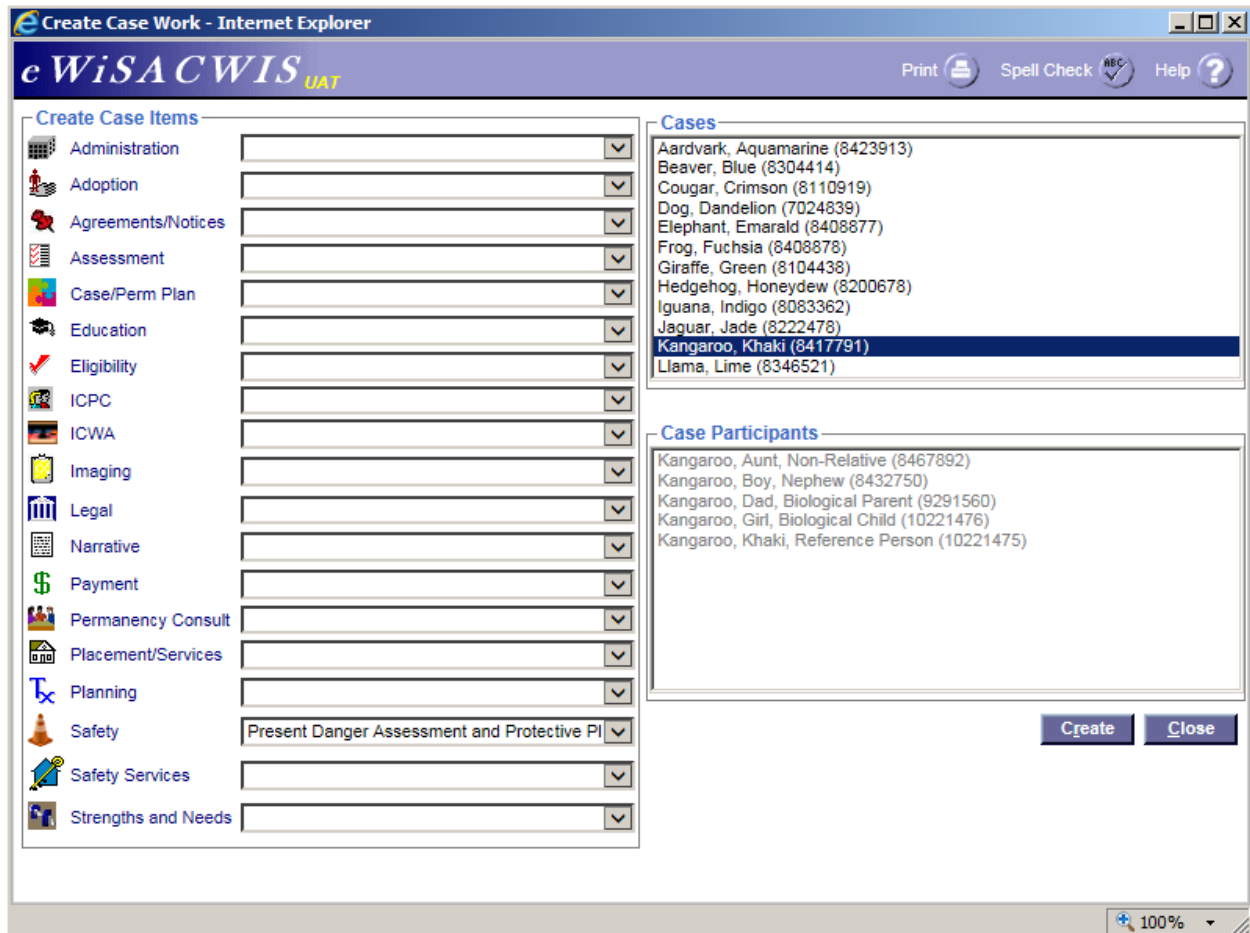
Protective Danger Assessment and Protective Plan - PDAAP

Note: This quick reference guide replaces previous procedures for scanning a Protective Plan image in to eWiSACWIS.

Related Quick Reference Guides:

[Documenting ICWA](#)
[Initial Face-to-Face Contacts](#)

1. From the desktop, click Create > Case Work or click the Case Work hot button  to open the Create Case Work page.
2. On the Create Case Work page, select 'Present Danger Assessment and Protective Plan' from the Safety drop-down, and select the family from the Cases group box. Click Create.



Create Case Work - Internet Explorer

eWiSACWIS UAT Print Spell Check Help

Create Case Items

- Administration
- Adoption
- Agreements/Notices
- Assessment
- Case/Perm Plan
- Education
- Eligibility
- ICPC
- ICWA
- Imaging
- Legal
- Narrative
- Payment
- Permanency Consult
- Placement/Services
- Planning
- Safety: Present Danger Assessment and Protective Plan
- Safety Services
- Strengths and Needs

Cases

- Aardvark, Aquamarine (8423913)
- Beaver, Blue (8304414)
- Cougar, Crimson (8110919)
- Dog, Dandelion (7024839)
- Elephant, Emerald (8408877)
- Frog, Fuchsia (8408878)
- Giraffe, Green (8104438)
- Hedgehog, Honeydew (8200678)
- Iguana, Indigo (8083362)
- Jaguar, Jade (8222478)
- Kangaroo, Khaki (8417791)**
- Llama, Lime (8346521)

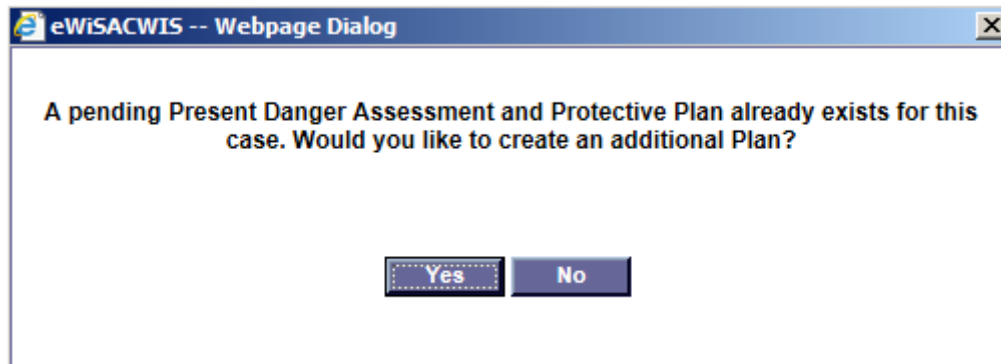
Case Participants

- Kangaroo, Aunt, Non-Relative (8467892)
- Kangaroo, Boy, Nephew (8432750)
- Kangaroo, Dad, Biological Parent (9291560)
- Kangaroo, Girl, Biological Child (10221476)
- Kangaroo, Khaki, Reference Person (10221475)

Create Close

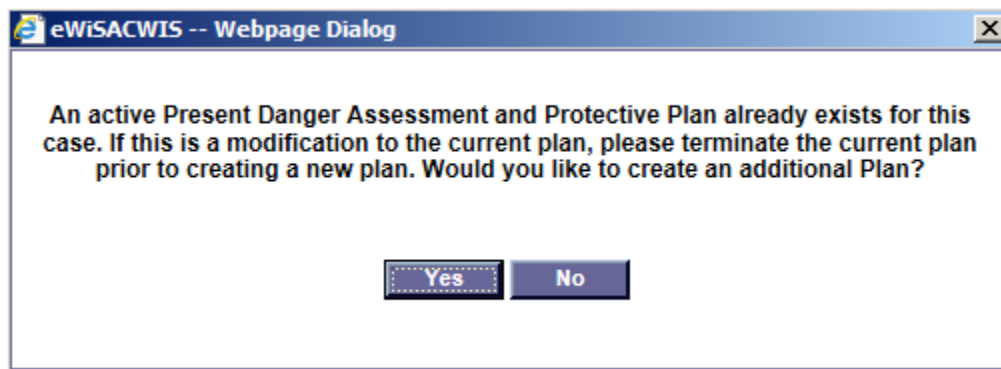
100%

3. If a pending PDAAP exists, the following message will display:



Click Yes to create a second PDAAP on the case. Click No to close the message and return to the desktop.

4. If an active PDAAP exists, the following message will display:



Click Yes to create a second PDAAP on the case. Click No to close the message and return to the desktop.

5. If there is an inactive PDAAP that is not marked as made in error you will see the option to copy over the previous PDAAP. If there is not an inactive PDAAP on the case this screen will not display.

eWiSACWIS UAT Present Danger Assessment and Protective Plan Selection Copy - Internet Explorer

Print Spell Check Help

Case
Case ID: 8417791 Case Name: Khaki Kangaroo

Present Danger Assessment and Protective Plan Selection
Select the View Link to view details. Select the Copy link to copy the specific record. Select the Create button to create a Present Danger Assessment and Protective Plan page without copying a previous record.

Plan Date	Status		
05/01/2016	Inactive	View	Copy

[Create](#) [Close](#)

100%

To copy over a previous PDAAP, select the copy link next to the plan you want to copy. To create a new PDAAP click the create button at the bottom. To close and return to the desktop click the Close button.

6. The PDAAP page will open with a status of Pending. Fill in the date that PDAAP was completed at the top.

eWiSACWIS UAT Present Danger Assessment and Protective Plan - Internet Explorer

Resource Print Spell Check Help

General
Case Name: [Khaki Kangaroo \(8417791\)](#) Worker: Liza Daleiden Status: Pending
Present Danger Assessment Date: 06/01/2016 Approval Date: Protective Plan End Date:

PDAAP – Present Danger Threats tab

7. A list of recognized present danger threats will show on the first tab. Select yes or no for each present danger threat. You quickly select no for all threats by clicking on the No Present Danger Threats Identified checkbox right below the tab.
- If at least one present danger threat is marked as yes, click on the Protective Plan Details tab to continue.
 - If all present danger threats are marked as no skip to step 12.

The screenshot shows the 'Present Danger Assessment and Protective Plan - Internet Explorer' window. The header includes the 'eWiSACWIS UAT' logo and navigation links for Resource, Print, Spell Check, and Help. The 'General' tab is active, displaying case information: Case Name: [Khaki Kangaroo \(8417791\)](#), Worker: Liza Daleiden, Status: Pending, Present Danger Assessment Date: 06/01/2016, Approval Date: , and Protective Plan End Date: . Below this, there are two tabs: 'Present Danger Threats' (selected) and 'Protective Plan Details'. Under the 'Present Danger Threats' tab, there is a checkbox for 'No Present Danger Threats Identified' which is currently unchecked. A section titled 'Present Danger Threats' contains two sub-sections: 'Maltreatment' and 'Child'. Each sub-section lists several threats with corresponding 'Yes' and 'No' radio button options. In the 'Maltreatment' section, the 'No' option is selected for all eight items. In the 'Child' section, the 'No' option is selected for the first item, and the second item is partially visible. At the bottom, there is an 'Options:' dropdown menu, a 'Go' button, and 'Save' and 'Close' buttons. The browser status bar at the bottom right shows '100%' zoom.

Present Danger Assessment and Protective Plan - Internet Explorer

eWiSACWIS UAT

Resource Print Spell Check Help

General

Case Name: [Khaki Kangaroo \(8417791\)](#) Worker: Liza Daleiden Status: Pending

Present Danger Assessment Date: 06/01/2016 Approval Date: Protective Plan End Date:

Present Danger Threats | **Protective Plan Details**

No Present Danger Threats Identified ☐

Present Danger Threats

Maltreatment

The child is currently being maltreated at the time of the report or contact [Details](#) ☐ Yes ☒ No

Severe to extreme maltreatment of the child is suspected, observed, or confirmed [Details](#) ☐ Yes ☒ No

The child has multiple or different kinds of injuries [Details](#) ☒ Yes ☐ No

The child has injuries to the face or head [Details](#) ☒ Yes ☐ No

The child has unexplained injuries [Details](#) ☒ Yes ☐ No

The maltreatment demonstrates bizarre cruelty [Details](#) ☐ Yes ☒ No

The maltreatment of several victims is suspected, observed, or confirmed [Details](#) ☐ Yes ☒ No

The maltreatment appears premeditated [Details](#) ☐ Yes ☒ No

Dangerous (life threatening) living arrangements are present [Details](#) ☐ Yes ☒ No

Child

Parent's viewpoint of child is bizarre [Details](#) ☐ Yes ☒ No

Child is unrecognized and unable to care for self [Details](#) ☐ Yes ☒ No

Options:

100%

PDAAP – Protective Plan tab

8. Indicate if a Protective Plan is being implemented to address the identified present danger threats.
- If yes, you will be prompted to attach an image of the completed Protective Plan form. Click on the imaging search hyperlink, select the document from the list of available documents, and then click on continue to return to the PDAAP page. If the document does not already exist, click on create, enter the date of the document, browse your computer for the file, click save, then close. The image will now show in the list of images available to attach to the PDAAP.
 - If no, you will be prompted to choose a reason that a Protective Plan is not being implemented. Select the appropriate reason from the drop down list that appears and skip to step 12.

The screenshot shows the 'Protective Plan Details' tab in a web application. The 'Was a Protective Plan implemented?' section is highlighted in yellow. It contains a radio button for 'Yes' (selected) and a radio button for 'No'. To the right, there is a 'Protective Plan Image:' field with the value '06/01/2016' and a link 'Imaging Search'. Below this, there is a question 'Was Separation used to control for Present Danger Threats in this Protective Plan?' with radio buttons for 'Yes' and 'No'. A section titled 'Provide the frequency and duration of the Separation:' includes a 'Frequency:' label and a row of checkboxes for 'Daily', 'Monday', 'Tuesday', 'Wednesday', 'Thursday', 'Friday', 'Saturday', and 'Sunday'. Below this is a question 'Were formal providers (contract service providers, public health, daycare, or other services) used in this plan?' with radio buttons for 'Yes' and 'No'. A date field 'Date a records history check was completed on all providers used in this plan.' has the value '00/00/0000'. A text area for 'Describe the reliability and commitment of all the safety providers involved (formal and informal). If the background check (SOR, CPS, CCAP) results in findings, provide justification on why this provider was found to be safe and reliable.' is shown with a scroll bar. Below the text area are links 'More...', 'Less...', and 'Default'. At the bottom, there is a question 'Do any children involved in this Protective Plan have or may have American Indian heritage?' with radio buttons for 'Yes' and 'No'.

9. Indicate if separation was used in the Protective Plan and, if so, the frequency that separation is being used. Clicking daily will select all days of the week for you.

This screenshot is identical to the previous one, but the 'Was Separation used to control for Present Danger Threats in this Protective Plan?' section is highlighted in yellow. In this section, the radio button for 'No' is selected instead of 'Yes'. The 'Frequency:' section shows that the 'Daily' checkbox is selected, which, according to the instructions, will select all days of the week.

10. Indicate if formal providers are used in the plan, the date that a records check was completed on the providers, and complete the narrative box with information about the reliability and commitment of the providers.

The screenshot shows the 'Protective Plan Details' section of a web form. It includes the following elements:

- Protective Plan Details** (Section Header)
- Was a Protective Plan implemented?** ☒ Yes ☐ No
- Protective Plan Image:** 06/01/2016 [Imaging Search](#)
- Was Separation used to control for Present Danger Threats in this Protective Plan?** ☐ Yes ☐ No
- Provider the frequency and duration of the Separation:**
 - Frequency:** ☐ Daily ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday ☐ Sunday
- Were formal providers (contract service providers, public health, daycare, or other services) used in this plan?** ☐ Yes ☐ No
- Date a records history check was completed on all providers used in this plan.** 00/00/0000
- Describe the reliability and commitment of all the safety providers involved (formal and informal). If the background check (SOR, CPS, CCAP) results in findings, provide justification on why this provider was found to be safe and reliable.**
- [More...](#) [Less...](#) [Default](#)
- Do any children involved in this Protective Plan have or may have American Indian heritage?** ☐ Yes ☐ No

11. Indicate if any of the children involved in the plan have American Indian heritage. If yes, you will be asked if you have contact the tribe regarding the plan. If you have not contacted the tribe, you must document your reason the tribe has not been contacted. If you have contacted the tribe, you must document the date you contacted them.

The screenshot shows the 'Protective Plan Details' section of a web form, continuing from the previous one. It includes the following elements:

- Protective Plan Details** (Section Header)
- Was a Protective Plan implemented?** ☒ Yes ☐ No
- Protective Plan Image:** 06/01/2016 [Imaging Search](#)
- Was Separation used to control for Present Danger Threats in this Protective Plan?** ☐ Yes ☐ No
- Provider the frequency and duration of the Separation:**
 - Frequency:** ☐ Daily ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday ☐ Sunday
- Were formal providers (contract service providers, public health, daycare, or other services) used in this plan?** ☐ Yes ☐ No
- Date a records history check was completed on all providers used in this plan.** 00/00/0000
- Describe the reliability and commitment of all the safety providers involved (formal and informal). If the background check (SOR, CPS, CCAP) results in findings, provide justification on why this provider was found to be safe and reliable.**
- [More...](#) [Less...](#) [Default](#)
- Do any children involved in this Protective Plan have or may have American Indian heritage?** ☒ Yes ☐ No
- Was the Tribe contacted in regards to this Protective Plan?** ☒ Yes ☐ No
- Date the Tribe was contacted to collaborate on this Protective Plan.** 00/00/0000

12. Select Approval from the options drop down menu at the bottom and click Go.
13. Select the Approve radio button and continue. You will return to the PDAAP page. Click the save button to send the PDAAP to a supervisor for approval.

14. Upon supervisor approval the status of the PDAAP will update to active. If no present danger threats were identified or a Protective Plan was not implemented the status will change to inactive.
15. To terminate the Protective Plan when it is no longer valid:
 - Open the PDAAP from the desktop
 - In the options drop down menu select Terminate and click Go
 - Choose a reason you are terminating the Protective Plan and an end date
 - Select approval from the options drop down, click go, select the approve radio button, click on continue to return to the terminate screen, then click save. The termination will be sent to a supervisor for approval. Once the supervisor approves the PDAAP status will be set to inactive.